

NOTICE FOR CHANGE IN DIRECT LABOR MULTIPLIER

Effective for the DIRECT LABOR MULTIPLIER METHOD OF COMPENSATION:

FOR PROECTS SELECTED AFTER MARCH 1, 2004 THE DIRECT LABOR MULTIPLIER USED FOR THE PRIME AND SUPPLEMENTAL AGREEMENTS ASSOCIATED WITH THESE PROJECTS WILL BE **2.80** IN THE COMPENSATION EQUATION:

$$DLM = [(2.80 + R) \times \text{direct labor}] + \text{direct costs}$$

R= complexity factor given in the advertisement.

IF THE PROJECT WAS SELECTED PRIOR TO MARCH 1, 2004 THE DIRECT LABOR MULTIPLIER FOR ALL PRIME AND SUPPLEMENTAL AGREEMENTS ASSOCIATED WITH THE PROJECT IS AS FOLLOWS:

Phase 1 and 2 Primes and supplements for projects selected prior to PTB 127-3.0 (except Phase 2 of Phase 1/Phase 2 projects authorized after May 21, 2003)

Phase 3 primes for projects selected prior to PTB 127-2.80

All Primes and supplements for projects selected on PTB 127 or later and Phase 2 of Phase 1/Phase 2 projects authorized after May 21, 2003- 2.85

NOTICE FOR CURRENT OBLIGATIONS DOCUMENT

The Current Obligations form has been revised to include work left for Phase III, Construction work, projects.

The following has been added to the document:

“Current Obligations For All Construction Inspection, Phase III projects

For any Phase III work your firm has with IDOT or any other agency(s) please complete the table at the bottom of page 2 of 3. This is only to show Phase III work and the amounts should already be included in the work shown above. If your firm does not have any Phase III work mark **None** and submit.

Work By Your Transportation Staff For All Construction Inspection, Phase III projects:

	Total Agreement Amount (000's)	Fee To Be Earned		
		0-6 mos. (000's)	7-18 mos. (000's)	> 18 mos. (000's)
Phase III Work				

The new form is available for download at the following site:
<http://www.dot.state.il.us/desenv/deform.html>

NOTICE
OPPORTUNITY RETURNS PROGRAM

Opportunity Returns engineering projects are subject to future funding approval by the legislature.

All Items on this bulletin are part of the Opportunity Returns Program.

**Notice
of
Statement of Experience
and Financial Condition**

The Statement of Experience and Financial Condition and the Description and Minimum Requirements were revised January 1, 2004.

The current Statement of Experience and Financial Condition and the Description and Minimum Requirements are available at the following address:

<http://www.dot.state.il.us/desenv/preqcons.html>

NOTICE OF CONSULTANT EMPLOYEE CLASSIFICATIONS

Effective January 1, 2004, the Prime Consultant and all sub-consultants the prime consultant will be using are required to submit to the department the definitions of their employee classifications. The classifications and definitions are required before the negotiations meeting.

NOTICE

ALLOWABLE DIRECT COSTS

The allowable direct costs will be effective February 1, 2004.

The following costs are allowable when requested by the Department and included in the contract. The costs are allowable when it is customary for the firm to bill for the cost and it can be itemized in the firm's billing and accounting systems.

Per Diem	Conus Rate (Maximum)
Lodging	Conus Rate (Maximum)
Air Fare	Coach rate with 2 weeks notice as approved
Vehicles	
Mileage	\$0.36/mile or federal travel rate* maximum
Daily Rate (owned or leased the same)	\$36 /day- District 1 \$32/day- downstate
Overtime	Premium portion
Tolls	Actual Cost
Film and Film Processing**	Actual Cost
Overnight Delivery/Postage Courier Service	Actual Cost
Copies of Deliverables and Mylars	Actual Cost
Specific insurance – required for project	Actual Cost
GPS Equipment –When requested by Department*** (rented or owned)	\$100/day 12.50/hr
CADD	Actual Costs (Maximum of \$15.00/Hr)
Monuments – Permanent	Actual Cost
Payment for Newspaper Ads	Actual Cost
Web Site	Actual Cost
Facility Rental for Public Meetings & Exhibits/Renderings & AV equipment/transcriptions	Actual Cost
Recording fees	Actual Cost
Courthouse fees	Actual Cost
Testing of Soil Samples	Actual Cost
Lab Services (excluding Phase III normal construction inspection such as beam breaks, cylinder breaks, pavement cores)	Actual Cost
Equipment rental specific for a project (snooper for bridge inspection, noise meter, etc.)	Actual Cost
Specialized equipment – on an as needed basis with prior approval	Actual Cost
Traffic Systems	Actual Cost
Mobile Phone (for traffic system implementation)	
Telephone Usage (for traffic system monitoring)	
Storm sewer cleaning and televising	Actual Cost
Traffic control and protection	Actual Cost
Aerial photography and mapping	Actual Cost
Utility exploratory trenching	Actual Cost

NOTICE

ALLOWABLE DIRECT COSTS

- *website for Conus and federal rates
<http://policyworks.gov/org/main/mt/homepage/mtt/perdiem/travel.shtml>
- ** Use of digital cameras verses film cameras is encouraged when firms own digital cameras and the discussion of their use will be part of the negotiations. Film & copies will be reimbursed at actual costs.
- *** On all agreements authorized after January 1 2005, GPS Equipment will be considered tools of the trade.

PHASE III

Phase III Communications:

Cell Phones (maximum of 3 without additional approval. Personal phones that do not remain on the job site are not allowable)	\$70/month/phone (Maximum)
radio communication	Actual cost
2-way radio	Actual Cost

Vehicles (Only for Vehicles assigned to project) DAILY RATE ONLY

\$36 /day- District 1
\$32/day- downstate

The number of days will be calculated as follows:
For extended stay **- Number of days on job site plus one day to travel to and from job site
Weekly (hotel) –Number of days on job site plus one day to travel to and from job site per week.

Shift Differential	Actual cost based on firm policy
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* **Extended Stay Status applies to individuals on the project over 20 consecutive working days .
The decision whether individuals will stay over the week-end will be made after the Contractor's schedule is available and shall be made jointly by the Consultant Liaison and the IDOT Resident.

NOTES:

For Construction inspection contracts beam and cylinder breaks are not reimbursable.
Overtime to employees traveling to and from the site will be allowable depending on the firms policy and limited to the Department's policy (see Departmental Order 4-1).